



County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

March 4, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF HEALTH SERVICES: ACCEPTANCE OF GRANTS FROM
KAISER PERMANENTE SOUTHERN CALIFORNIA REGION FOR THE QUALITY
IMPROVEMENT INITIATIVES AT LONG BEACH COMPREHENSIVE HEALTH
CENTER AND AT VALLEYCARE OLIVE VIEW-UCLA MEDICAL CENTER
(SUPERVISORIAL DISTRICTS 4 AND 5)
(3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Director of Health Services, or his designee, to sign the attached Letter of Agreement, Number 20601793, in the total amount of \$150,000 from Kaiser Permanente Southern California Region (Kaiser) for the enhancement of the Quality Improvement and Peer Review process at Long Beach Comprehensive Health Center (LBCHC), effective upon date of Board approval through December 1, 2009.
2. Approve and instruct the Director of Health Services, or his designee, to sign the attached Letter of Agreement, Number 20601749, in the amount of \$150,000 from Kaiser for the Quality Improvement Initiative: Information Systems/Data Warehouse Infrastructure Project at ValleyCare Olive View-UCLA Medical Center (ValleyCare), and approve the use of grant funds to obtain the services of a Programmer/Developer Consultant who will be obtained through the Internal Services Department (ISD), effective upon date of Board approval through December 1, 2009.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

In approving the recommended actions, the Board is authorizing the Director of Health Services, or his designee, to sign the Letters of Agreement from Kaiser, substantially

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

similar to Exhibits I and II, in the amount of \$150,000 for LBCHC and \$150,000 for ValleyCare. Funds will be used to expand the current Quality Improvement (QI) and Peer Review at LBCHC by augmenting existing staff who will be able to devote more time to the QI Program and peer review process. ValleyCare will obtain a Programmer/Developer Consultant through ISD's Information Technology Support Services Master Agreement to work with existing staff to develop and implement a systems data warehouse infrastructure.

FISCAL IMPACT/FINANCING

The grants are \$150,000 for LBCHC and \$150,000 for ValleyCare effective date of Board approval through December 1, 2009.

LBCHC

One-half of the grant award in the amount of \$75,000 will be provided for the period beginning date of Board approval through December 31, 2008. The balance of the award in the amount of \$75,000, for the period beginning January 1, 2009 through December 1, 2009, is contingent upon compliance with the terms of the grant.

Funds from the Kaiser grant will offset the cost of salaries and benefits for existing staff, specifically, 0.2 FTE Registered Nurse (RN) and 0.2 FTE Intermediate Typist Clerk (ITC). The funds will also be used to fund a new 0.2 FTE Consulting Specialist Physician as a temporary item. See Attachment B, Budget Summary for LBCHC.

ValleyCare

Grant funds in the amount of \$125,000 will be provided for the period beginning date of Board approval through December 31, 2008. The balance of the award in the amount of \$25,000, for the period beginning January 1, 2009 through December 1, 2009, is contingent upon compliance with the terms of the grant.

Funds from the Kaiser grant will provide funding to retain a Consultant Programmer/Developer to work with the project managers (Associate Medical Director and Senior Information Systems Analyst) to analyze the organizational need for the information systems infrastructure for quality data and develop the data warehouse system. ValleyCare will use a Departmental Service Order to reimburse ISD. See Attachment C, Budget Summary for ValleyCare.

Funding is included in the Department's Fiscal Year 2007-08 Final Budget and is 100 percent revenue offset. There is no additional net County cost associated with the grants.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

LBCHC

Currently, the QI Director, a physician, coordinates the QI Program at LBCHC in addition to clinical responsibility. Approximately one-fifth of an RN and an ITC's time are also dedicated to QI activities including chart audits and data collection. To expand their QI Program, LBCHC staff submitted a proposal for the Safety Net QI Initiative Request for Proposal from Kaiser by the August 17, 2007 deadline. In a letter received December 3, 2007, LBCHC was informed that they were awarded a grant from Kaiser in the amount of \$150,000 for the QI Initiative.

The goal of the LBCHC QI Initiative proposal is to improve upon the quality of care offered at LBCHC. As a result of the funding, the QI Director will be able to devote more time to expanding the QI Program. The Director will redesign the current quality improvement and peer review processes, expand upon current processes, and implement at least two disease focused, physician specific reviews. The budget includes funds for training on best practices in QI, Peer Review, and advanced training on specialized data management software. This added funding will give the medical providers, as well as administration the opportunity to compare and learn from objective review of individual providers' performance to enhance physician evaluation, pinpoint areas needing provider re-education, training, and ultimately improve the care provided to patients.

The term of this agreement is effective upon Board approval and expires on December 1, 2009. Following receipt of the signed Letter of Agreement, Kaiser will send the initial award check in the amount of \$75,000. The balance of the award in the amount of \$75,000 is contingent upon compliance with the terms of the Agreement.

ValleyCare

The Quality Management Department is headed by the Associate Medical Director, who supervises the directors of Core Measures, Performance Improvement, Medical Staff Compliance, Patient Safety, and Risk Management. The Quality Management Department has limited clerical support, and receives Information Systems support on an ad hoc basis. Currently, QI measurements are done manually by the QI staff. To expand their QI Program, ValleyCare staff submitted a proposal for the QI Initiative Information Systems/Data Warehouse Infrastructure Project Request for Proposal from Kaiser by the August 17, 2007 deadline. In a letter received on January 8, 2008, ValleyCare was informed that they were awarded a grant from Kaiser in the amount of \$150,000 for the QI Initiative.

The goal of the ValleyCare QI Initiative proposal is to improve the QI system. A Programmer/Developer will be obtained through ISD to work with the QI project managers to create a quality data warehouse that will have the capability of receiving input of all

Honorable Board of Supervisors
March 4, 2008
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quality data by various methods (e.g., manual data entry, scanning, exporting data files provided by vendors, etc.), and have the capability of producing provider-specific quality profiles by querying the data warehouse and being able to allow view only access of unit-specific quality reports by all ValleyCare staff. This grant funding will improve the quality and accessibility of the QI data system in addition to increasing the quantity of QI data.

The term of this agreement is effective upon Board approval and expires on December 1, 2009. Following receipt of the signed Letter of Agreement, Kaiser will send the initial award check in the amount of \$125,000. The balance of the award in the amount of \$25,000 is contingent upon compliance with the terms of the Agreement.

Both Grant Agreements require biannual reports and a presentation to Kaiser on the results achieved from the grants.

Attachment A provides additional information. Attachments B and C are the Budget Summaries. Attachments D and E are the Grant Management Statements for Grants of \$100,000 or more.

County Counsel has reviewed and approved the Letters of Agreement, Exhibits I and II, as to form.

CONTRACTING PROCESS

Not applicable.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will assist LBCHC and ValleyCare in improving their QI programs.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SRH:SAS
MLM:AT:bjs

Attachments (7)

c: County Counsel
Director and Chief Medical Officer, Department of Health Services

030408_DHS_Kaiser

SUMMARY OF AGREEMENT

1. TYPE OF SERVICES:

Grant Agreements for a Quality Improvement Initiative at Long Beach Comprehensive Health Center and ValleyCare Olive View-UCLA Medical Center.

2. AGENCY ADDRESS AND CONTACT PERSON:

Angela Coron, Director
Community Benefits, Public Affairs
Kaiser Permanente, Southern California
393 East Walnut Street
Pasadena, California 91188
Telephone: 626-405-6403
Facsimile: 626-405-6239

3. TERM:

Board approval through December 1, 2009.

4. FINANCIAL INFORMATION:

The grant amount is \$150,000 for each facility. Funding is included in the Department's Fiscal Year 2007-08 Final Budget and is 100% revenue offset. There is no additional net County cost associated with the grants.

5. GEOGRAPHIC AREA SERVED:

4th and 5th Districts

6. ACCOUNTABILITY FOR PROGRAM MONITORING AND EVALUATION:

Jeffrey Barbosa, M.D.
Associate Medical Director, LBCHC

Nina J. Park, M.D.
Associate Medical Director, ValleyCare

7. APPROVALS:

Harbor-UCLA Medical Center:

Miguel Ortiz-Marroquin, Interim CEO

Olive View-UCLA Medical Center

Gretchen McGinley, CEO

Contracts and Grants:

Cara O'Neill, Chief

County Counsel (approval as to form):

Robert E. Ragland, Senior Deputy

Long Beach Comprehensive Health Center
Quality Improvement Initiative
Budget Summary
Date of Board approval through December 1, 2009

Staffing Expenses	Item Number	FTE	Total Project Budget
Consulting Specialist Physician	5472	0.2	\$ 68,016
Registered Nurse	5133	0.2	46,800
Intermediate Typist Clerk	2214	0.2	19,650
Employee Benefits			2,720
Staffing Sub-total			137,186
Operating Expenses			
Training Expenses			\$ 5,000
Consultation Fees			3,000
Incidental cost/equipment/software/supplies			4,814
Operating Sub-total			12,814
GRAND TOTAL			\$ 150,000

ValleyCare Olive View-UCLA Medical Center
Quality Improvement Initiative

Budget Summary

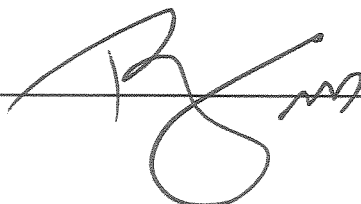
Date of Board approval through December 1, 2009

Staffing Expenses	Item Number	FTE	Total Project Budget
Programmer/Developer		1.0 FTE	\$ 125,000
Employee Benefits			25,000
GRAND TOTAL			\$ 150,000

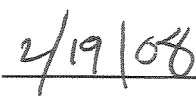
Los Angeles County Chief Administrative Office
Grant Management Statement for Grants \$100,000 or More

Department: Long Beach Comprehensive Health Center		
Grant Project Title and Description		
Quality Improvement Initiative: Redesign of Current Process for Long Beach Comprehensive Health Center		
Funding Agency	Program (Fed. Grant #/State Bill or Code #)	Grant Acceptance Deadline
Kaiser Permanente	Grant No. 20601793	
Total Amount of Grant Funding: \$150,000		County Match: N/A
Grant Period: 12/01/07 – 12/01/09	Begin Date: Bd. Approval	End Date: 12/01/09
Number of Personnel Hired Under This Grant:	Full Time: N/A	Part Time: 1-2
<u>Obligations Imposed on the County When the Grant Expires</u>		
Will all personnel hired for this program be informed this is a grant-funded program?	Yes_X_	No__
Will all personnel hired for this program be placed on temporary ("N") items?	Yes_X_	No__
Is the County obligated to continue this program after the grant expires?	Yes__	No_X_
If the County is not obligated to continue this program after the grant expires, the Department will:		
a.) Absorb the program cost without reducing other services	Yes_X_	No__
b.) Identify other revenue sources (describe below)	Yes__	No_X_
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	Yes__	No_X_
Impact of additional personnel on existing space:		
N/A		
Other requirements not mentioned above:		
N/A		

Department Head Signature



Date:



Los Angeles County Chief Administrative Office **Grant Management Statement for Grants \$100,000 or More**

Department: ValleyCare Olive View-UCLA Medical Center

Grant Project Title and Description

Quality Improvement Initiative: Information Systems/Data Warehouse Infrastructure

Funding Agency

Program (Fed. Grant #/State Bill or Code #)

Grant Acceptance Deadline

Kaiser Permanente

Grant No. 20601749

Total Amount of Grant Funding: \$150,000

County Match: N/A

Grant Period: 12/01/07 – 12/01/09

Begin Date: Bd. Approval

End Date: 12/01/09

Number of Personnel Hired Under This Grant:

Full Time: 1.0 FTE

Part Time:

Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant-funded program?

Yes ☒ X

No ☐

Will all personnel hired for this program be placed on temporary ("N") items?

Yes ☐

No ☒ X

Is the County obligated to continue this program after the grant expires?

Yes ☐

No ☒ X

If the County is not obligated to continue this program after the grant expires, the Department will:

a.) Absorb the program cost without reducing other services

Yes ☒ X

No ☐

b.) Identify other revenue sources (describe below)

Yes ☐

No ☒ X

c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.

Yes ☐

No ☒ X

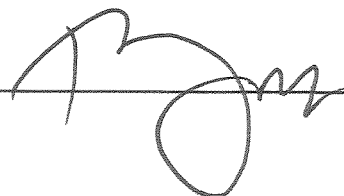
Impact of additional personnel on existing space:

N/A

Other requirements not mentioned above:

N/A

Department Head Signature



Date:

2/19/08

LETTER OF AGREEMENT
KAISER FOUNDATION HOSPITALS, SOUTHERN CALIFORNIA REGION
COMMUNITY BENEFIT CHARITABLE CONTRIBUTIONS PROGRAM

This Letter of Agreement (hereinafter "Agreement") regarding Community Benefit Funds ("Memorandum"), dated as of November 2, 2007 is entered into by and between **Kaiser Foundation Hospitals**, a California nonprofit, public benefit corporation (hereinafter "KFH") and **County of Los Angeles, Harbor UCLA**, a government entity or government facility organized in the State of California and not subject to federal or state income tax.

This Agreement sets forth the understanding of the parties hereto as to the terms and conditions under which KFH shall donate funds in the amount of **\$150,000.00** for a two year funding period beginning **December 1, 2007 through December 1, 2009** for **Quality Improvement Initiative: Redesign of Current Processes for Long Beach Comprehensive Health Center**. *Second year funding contingent upon meeting the terms and conditions of the grant.* Such terms and conditions are as follows:

1. **Tax Exemption Status:** Grantee represents that at all times relevant herein, it is a government entity or government facility organized in the State of California and not subject to federal or state income tax.
2. **Purpose of Grant.** Grantee shall use entire Grant to support the specific goals, objectives, activities, and outcomes as stated in the Grantee's funding application and, for Grants greater than \$25,000, as submitted in the evaluation plan.
3. **Expenditure of Funds.** This Grant (together with any income earned upon investment of grant funds) is made for the purpose outlined in the Grantee's Evaluation Plan and may not be expended for any other purpose without KFH's prior written approval.
4. **Prohibited Uses.** In no event shall Grantee use any of the funds from this Grant to (a) support a political campaign, (b) support or attempt to influence any government legislation, except making available the results of non-partisan analysis, study or research, or (c) grant an award to another party or for any purpose other than one specified in Section 170(c)(2)(b) of the Internal Revenue Code of 1986 as amended.
5. **Return of Funds.** KFH reserves the right to discontinue, modify or withhold payments to be made under this Agreement or to require a total or partial return of any funds, including any unexpended funds under the following conditions:
 - (a) If KFH, in its sole discretion, determines that the Grantee has not performed in accordance with this Agreement or has failed to comply with any term or condition of this Agreement.
 - (b) If Grantee loses its status as an eligible Grantee under Paragraph 1 above.
 - (c) Any portion of the funds is not used for the approved purpose
 - (d) Such action is necessary to comply with the requirements of any law or regulation applicable to Grantee or to KFH or to this Grant.

6. Records, Audits and Site Visits. KFH is authorized to conduct audits, including on-site audits, at any time during the term of this Grant and within four years after completion of the Grant. Grantee shall allow KFH and its representatives, at its request, to have reasonable access during regular business hours to Grantee's files, records, accounts, personnel and client or other beneficiaries for the purpose of making such audits, verifications or program evaluations as KFH deems necessary or appropriate concerning this Grant. Grantee shall maintain accounting records sufficient to identify the Grant and to whom and for what purpose such funds are expended for at least four (4) years after the Grant has been expended.

7. No Assignment or Delegation. Grantee may not assign, or otherwise transfer, any rights or delegates any of Grantee's obligations under this Agreement without prior written approval from KFH.

8. Records and Reports. Grantee shall submit written progress report(s) to KFH, as follows:

- (a) *For Grants \$25,000 and below:* Grantee shall submit one written final progress report within 45 calendar days after completion of the grant period, using the report format provided by KFH.
- (b) *For Grants over \$25,000:* Grantee shall submit written progress reports within 45 calendar days of each six-month period following the grant award, and a final progress report within 45 calendar days after completion of the grant period, using the report format provided by KFH.

Grantee shall be primarily responsible for the content of the evaluation report. If KFH determines IRB approval is necessary, as part of the evaluation process, Grantee shall follow KFH IRB approval processes and procedures.

9. Required Notification. Grantee is required to provide KFH with immediate written notification of any change in Grantee's tax exempt status or when Grantee is unable to expend the grant funds for the approved purposes described in the Evaluation Plan.

10. Identification of KFH. Grantee shall identify KFH as a supporting organization in all published material relating to the subject matter of this Grant. Whenever possible and appropriate, Grantee shall publicly acknowledge KFH for this Grant.

11. Equal Employment Opportunity. Grantee agrees to comply with and be bound by the nondiscrimination and affirmative action clauses contained in: Executive Order 11246, as amended, relative to equal opportunity for all persons without regard to race, color, religion, sex or national origin; the Vocational Rehabilitation Act of 1973, as amended, relative to the employment of qualified handicapped individuals without discrimination based upon their physical or mental handicaps; the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended, relative to the employment of disabled veterans and veterans of the Vietnam Era, and the implementing rules and regulations prescribed by the Secretary of Labor in Title 41, Part 60 of the Code of Federal Regulations (CFR).

12. Immigration Act Requirements. Grantee shall comply during the term of this Agreement with the provisions of the Immigration Reform and Control Act of 1986 and any regulations promulgated thereunder. Grantee hereby certifies that it has obtained a

properly completed Employment Eligibility Certificate (INS Form I-9) for each worker performing services related to the program described in the Evaluation Plan.

13. Licensing and Credentials. Grantee agrees to maintain, in full force and effect, all required governmental or professional licenses and credentials for itself, its facilities and for its employees and all other persons engaged in work in conjunction with this Grant.

14. Payment of Grant. First payment by KFH will be contingent upon a signed Agreement between KFH and Grantee. Subsequent payments (if any) are contingent upon compliance with this Agreement, including timely receipt of reports as outlined in Paragraph 8 above.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Kaiser Foundation Hospitals

By: 
Angela Coron
Director, Community Benefit

Grantee

By: _____
Miguel Ortiz-Marroquin
Chief Operating Officer
County of Los Angeles, Harbor UCLA

LETTER OF AGREEMENT
KAISER FOUNDATION HOSPITALS, SOUTHERN CALIFORNIA REGION
COMMUNITY BENEFIT CHARITABLE CONTRIBUTIONS PROGRAM

This Letter of Agreement (hereinafter "Agreement") regarding Community Benefit Funds ("Memorandum"), dated as of November 2, 2007 is entered into by and between **Kaiser Foundation Hospitals**, a California nonprofit, public benefit corporation (hereinafter "KFH") and **Olive View - UCLA Medical Center**, a California nonprofit, public benefit corporation, that is a government entity or government facility organized in the State of California and not subject to federal or state income tax.

This Agreement sets forth the understanding of the parties hereto as to the terms and conditions under which KFH shall donate funds in the amount of **\$150,000.00** for a two year funding period beginning **December 1, 2007 through December 1, 2009 for Quality Improvement Initiative: Information Systems / Data Warehouse Infrastructure. Second year funding contingent upon meeting the terms and conditions of the grant.** Such terms and conditions are as follows:

1. **Tax Exemption Status:** Grantee represents that at all times relevant herein, it is a government entity or government facility organized in the State of California and not subject to federal or state income tax.
2. **Purpose of Grant:** Grantee shall use entire Grant to support the specific goals, objectives, activities, and outcomes as stated in the Grantee's funding application and, for Grants greater than \$25,000, as submitted in the evaluation plan.
3. **Expenditure of Funds:** This Grant (together with any income earned upon investment of grant funds) is made for the purpose outlined in the Grantee's Evaluation Plan and may not be expended for any other purpose without KFH's prior written approval.
4. **Prohibited Uses:** In no event shall Grantee use any of the funds from this Grant to (a) support a political campaign, (b) support or attempt to influence any government legislation, except making available the results of non-partisan analysis, study or research, or (c) grant an award to another party or for any purpose other than one specified in Section 170(c)(2)(b) of the Internal Revenue Code of 1986 as amended.
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 - (b) If Grantee loses its status as an eligible Grantee under Paragraph 1 above.
 - (c) Any portion of the funds is not used for the approved purpose
 - (d) Such action is necessary to comply with the requirements of any law or regulation applicable to Grantee or to KFH or to this Grant.

6. Records, Audits and Site Visits. KFH is authorized to conduct audits, including on-site audits, at any time during the term of this Grant and within four years after completion of the Grant. Grantee shall allow KFH and its representatives, at its request, to have reasonable access during regular business hours to Grantee's files, records, accounts, personnel and client or other beneficiaries for the purpose of making such audits, verifications or program evaluations as KFH deems necessary or appropriate concerning this Grant. Grantee shall maintain accounting records sufficient to identify the Grant and to whom and for what purpose such funds are expended for at least four (4) years after the Grant has been expended.

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Community Benefit - Letter of Agreement

Kaiser Tracking number for this grant/donation is 20601749

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properly completed Employment Eligibility Certificate (INS Form I-9) for each worker performing services related to the program described in the Evaluation Plan.

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14. Payment of Grant. First payment by KFH will be contingent upon a signed Agreement between KFH and Grantee. Subsequent payments (if any) are contingent upon compliance with this Agreement, including timely receipt of reports as outlined in Paragraph 8 above.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Kaiser Foundation Hospitals

By: 
Angela Coren
Director, Community Benefit

Grantee

By: _____
Gretchen McGinley
Acting Chief Executive Officer
Olive View - UCLA Medical Center, Inc.

Community Benefit - Letter of Agreement

Kaiser Tracking number for this grant/donation is 20601749

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